



Alma del Mar

Alma del Mar Board of Trustees Meeting

Published on August 2, 2018 at 10:53 AM EDT

Date and Time

Friday September 22, 2017 at 8:45 AM EDT

Location

515 Belleville Ave., New Bedford, MA 02746

Agenda

	Purpose	Presenter	Time
I. Opening Items			8:45 AM
Opening Items			
A. Record Attendance and Guests			
B. Call the Meeting to Order			
C. Good and New		Jan Baptist	1 m
D. Approve Minutes	Approve Minutes	Mary Jean Blasdale	
Approve minutes for Alma del Mar Board of Trustees Meeting on August 25, 2017			
E. From the Heart: Gail Fortes		Gail Fortes	2 m
II. Governance			8:48 AM
Governance			
A. Self Assessment Assignments through Board on Track	FYI	Jan Baptist	5 m
B. Proposal for Charter Amendment Regarding the Minimum Required Number of Student Days	Vote	Will Gardner	5 m
III. Academic Excellence			8:58 AM
Academic Excellence			

	Purpose	Presenter	Time
A. Academic Excellence Report	FYI	Martha Kay	5 m

IV. Executive Director 9:03 AM

A. Executive Director's Report	FYI	Will Gardner	5 m
B. Pursuing additional growth of Alma del Mar	Discuss	Will Gardner	20 m

Attached is a brief summary of the case for pursuing additional growth. Also included is a basic timeline for Board decision making regarding this process in the event the Board moves forward on this.

V. Development 9:28 AM

Development

A. Development Report	FYI	Will Gardner	1 m
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The annual campaign goal is \$250K. We are currently at 14% (\$36K) toward this goal. This includes a \$16K pledge that was received last year.

VI. Finance 9:29 AM

Finance

A. Finance Report	FYI	Bronwen Cunningham	5 m
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- The financial audit for all three entities resulted in an unmodified opinion on the combined financial statements. No findings to report. The Finance Committee recommends that the Board approves the audit reports. One highlight of FY16-17 was that 93% of the program costs at Alma del Mar were paid by state paid tuition and federal grants.
- There were a few procedural items that the auditors discussed with the Finance Committee that were not material in nature including establishing consistent capitalization rates and thresholds for double signatures on checks across all three organizations.
- FY17-18 tuition revenue is on track. Major expense accounts, including salary expense and utilities are on track. The Finance Committee is keeping a close eye on health benefits, copiers, staff cell phones and textbook expenses.

VII. Closing Items 9:34 AM

A. Board and Committee Mtg Dates	FYI	Will Gardner	
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These can also be accessed in Google Drive under "Trustee Resources"

B. Adjourn Meeting	Vote		
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